



April 13, 2020

The current global health crisis and its economic impact continue to evolve daily. As new challenges arise, Brandywine is rising to the occasion, with a swift response prioritizing the health and safety of our employees, tenants, and other stakeholders, and maintaining clear plans for business-continuity. I would like to update you about the developments that affect our people, company, and stakeholders.

First, know that we are doing everything possible to ensure the safety and wellbeing of our employees and tenants everywhere. We are staying up-to-date on the latest CDC guidelines, to ensure that our action plans reflect current best practices, and we are complying with all government directives.

#### **For our Tenants**

As owners and operators of more than 23.4 million SF of office and mixed-use space, we have a responsibility to provide the highest standard of customer service. Our laser focus is to maintain business operations by keeping our buildings open and operable for tenants to use as they deem appropriate and permitted. Beginning late February, we implemented a variety of health and safety measures, from increasing the frequency of sanitization cleaning, to limiting visitors in our buildings. We remain focused on operational safety and efficiency for assets, all while following the guidelines for social distancing. Our essential on-site staff are executing business continuity plans specific to each asset, while complying with all CDC recommendations. As your trusted partner, we continue to make clear, continuous communication our daily priority, and are taking proactive measures to ensure a swift, safe return to work in our buildings.

#### **For Our Employees**

The people of Brandywine are our greatest assets. We have enacted a work-from-home protocol for our non-essential team members who can perform their roles remotely, with state-of-the-art technology keeping us connected, engaged and productive. We have and will continue to staff properties with our essential personnel in property management, engineering, security and janitorial reporting on-site. Travel and in-person meetings have been suspended until further notice. A variety of resources and training tools are now available, including an employee assistance program, Coronavirus health & safety learning modules, and free access to a virtual personal trainer.

#### **For Our Investors**

For 25 years, Brandywine has built a strong foundation that has allowed us to weather challenging and volatile markets before. Our operating and financial platform remains strong and secure, with excellent liquidity, and our solid market position allows us to focus on the opportunity side of the situation. During this time, we remain focused on proactively managing short term challenges, maintaining clear plans for business continuity, staying on mission for long-term health and competitiveness, and growing our company's platform.

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## For Our Communities

Not a single individual or business isn't feeling the impact of this global crisis. Early on, we set out to identify ways that Brandywine could help businesses, organizations, and people impacted by COVID-19. We are pleased to share details of one of the first beneficiaries identified: The Enterprise Center, which we have provided \$350,000 to launch the *Grow Philadelphia Small Business COVID-19 Resilience Fund* designed to relieve small and minority-owned construction and construction-related businesses struggling with the COVID-19 pandemic by providing low-interest loans with flexible payment terms.

At an individual level, our employees continue to live out Brandywine's values in their personal lives. In response to their desires to partake in individual philanthropy, we launched a companywide "Brandywine COVID-19 Fund." Employees are making individual contributions to the fund, and the Company will match the contributions dollar for dollar. Brandywine employees are nominating beneficiaries of the Fund who might be struggling from furloughs or lay-offs as a result of the global health crisis.

## Friends of Brandywine

We have always been, and will always be, a people-focused company. We are skilled problem-solvers, who see challenges as opportunities. We are working diligently to ensure we all emerge stronger. Our hearts go out to the people who have been affected, and we are deeply grateful to the healthcare workers, local communities, and governments around the world who are working tirelessly to ensure our health and safety. In times like these, we must take care of each other, to ensure the best outcomes for all. On behalf of the entire Brandywine family, thank you for your loyalty, trust and partnership.

Best personal regards,



Jerry Sweeney  
President & Chief Executive Officer